Michaela Community School
GOVERNING BODY MEETING
Minutes of meeting Tuesday 13th July 2021

Date and time:	**Location**:
Tuesday 13th July 2021, 5.30pm	Meeting held remotely via Zoom

Attendees:		
Name	**Present**	**Role**
Chidi Amadi (CA)	Present	Governor (Chair) (Finance)
Sharon Brittan (SBri)	Present	Governor (Vice Chair)
Pia Decarlucci (PD)	Apologies	Governor (Safeguarding)
Mohsin Drabu (MD)	Present	Governor (Finance)
Katharine Birbalsingh (KB)	Present	Head Teacher
Katie Ashford (KA)	Present	Staff Governor
Matthew Godfrey (MG)	Present	Governor
Rebecca Williams (RW)	Present	Governor
Lundi Nyoni (LN)	Apologies	Governor
Daniel Hall (DH)	Present	Governor
Joel Davidson (JD)	Present	Governor (Finance)
Stephanie Ting (ST)	Present	Governor
Brett Williams Yale (BWY)	Present	DHT
Ali Mansfield (AM)	Present	Clerk

No.	**FGB Items**	**Action**
1.	**Welcome and apologies** CA welcomed governors to the remote meeting. Apologies were received and accepted from PD and LN.	
2.	**Declaration of Business Interests** • ***Any changes to the register to be declared:*** No changes to the register were declared. • ***Any conflict of interest arising from this agenda to be declared:*** No conflicts of interest were declared.	
3.	**Minutes of last meeting 24th May2021**	

MICHAELA
KNOWLEDGE IS POWER

Michaela Community School
GOVERNING BODY MEETING
Minutes of meeting Tuesday 13th July 2021

	• ***To agree the minutes of the previous meeting:*** The minutes of the meeting held on the 24.05.21 were agreed as an accurate record. • ***Matters arising not covered elsewhere on this agenda:*** None.	
4.	**Governing Body membership** • ***Outcome of Parent Governor Election:*** There were four candidates for the two vacancies so a formal election took place. Iskander Fernandez and Adeyemi Fasogbon were elected and will join the board in September, subject to the normal checks. IF has children in Years 12, 10 and 8, AF has a child in Year 8. o ***Outcome of Skills Audit:*** The collated skills audit showed good coverage of skills and experience. CA is reviewing the detail and will reach out to individual governors.	
5.	**Head Teacher's Report** • The school will be fully staffed for September including teachers for A-level Maths and Physics. Two strong French teachers have also been appointed, one offering half French and half Music. • Jonathan Porter, a founding member of Michaela and latterly a Deputy Headteacher, is leaving at the end of this year to study for an MA in Theology and Philosophy. • Staff morale is good, although staff are tired. • Attendance is below what is expected at Michaela at 93.5%, although it is moving in a positive direction, up from 90%. Covid has been extremely disruptive and has made non-attendance normal. It will take time to re-establish the culture. • Pupils are way behind where they should be in their learning. The majority only learn when they are in school, and they have missed a whole term this year and two terms last year. The predicted grades at GCSE for the current Year 10 are significantly below the outcomes for 2019. Q: What is the average lag? A: Daisy Christodoulou from the organization 'No More Marking' carried out a Year 7 writing analysis and estimated that the first lock down, when children lost 6 months of school, set them back 22 months. Obviously it depends on the child's home situation, but the vast majority of Michaela pupils are dependent on teachers to teach them. Q: How are the predictions reached? A: Experience of the teachers, knowing how previous cohorts fared, analysis with other schools, training courses, departmental discussion. There will be a clearer position at the end of the autumn term. Q: Are there any formal assessments for the predictions? A: Yes, the end of year exams.	

Michaela Community School
GOVERNING BODY MEETING
Minutes of meeting Tuesday 13th July 2021

	Q: Will the thresholds be relaxed because of Covid? A: Yes. We are working on the normal thresholds, the grade boundaries may drop. But we will still be at a disadvantage as children who have had more support at home will rise to the top. Pupils have had one year less learning than they should have had and this has had a significant impact. • There is a full cohort for Year 7 in September. Welcome/Induction events have taken place. Q: How many are first choices? • A: The same lottery system is in place so we don't have access to that information.	
6.	**Safeguarding** • ***Safeguarding Report from Olivia Dyer:*** No major changes or concerns to report. Two referrals have been made to the Education Welfare Service for attendance concerns. The school is working closely with the EWS and the families to address the issues. • ***Safeguarding Training for Governors:*** All governors to complete the NSPCC online Safeguarding Training before the next meeting. • ***Appointment of Safeguarding Governor:*** It is not considered good practice for the same person to hold this role for too many years. PD has carried out the role since 2015 and was happy to stand down. Governors **AGREED** that ST would be Lead Governor for Safeguarding from September 2021. She will also be the Lead Governor for SEND. MG will continue as Lead Governor for Careers.	**All**
7.	**Finance Report** • ***Budget position at Month 9:*** o Income overall is £23k above budget, expenditure is £28k below budget o In year surplus at month 9 is £191k o Staffing costs are £29k over budget (0.9%) o Cash balances continue to be very healthy • ***Approve budget for 2021/22 for submission to the ESFA:*** o Total GAG funding for 2021/22 is £4,679,465. o Despite a PNA of £137k (because of lower than anticipated pupil numbers in the sixth form due to Covid) it has been possible to set a balanced budget. o Staffing is 87.4% of ESFA/LA funding. o All increments have been assumed but no cost of living rise. o £25k will be earmarked for each of the next five years to replace computers when the warranty expires in five years' time. Governors **APPROVED** the budget for submission to the ESFA. • ***Capital projects for the summer:*** Finance governors met virtually with KB and AM and agreed the following projects to go ahead over the summer holiday: o Computer refresh across the school, £118,379. Money has been set aside in the reserves for this purpose.	

Michaela Community School
GOVERNING BODY MEETING
Minutes of meeting Tuesday 13th July 2021

	○ Reconfiguration of the third floor to create more teaching space, £108,850 (agreed in principle at the FGB on 24.05.21) ○ Reconfiguration of the sixth floor to create office space, £24660 (agreed in principle at the FGB on 24.05.21) ○ Repairs to external concrete, £99,066 – unexpected but vital repairs • ***Contracts List:*** Contracts list reviewed and **APPROVED** by governors ○ ***Finance Policy:*** c/f to next meeting.	
8.	**AOB** None	
9.	**Date of next meeting** Doodle poll to be circulated.	